**There was a meeting of Chawleigh Parish Council on Wednesday 16th August 2023 at 7.30pm held in the Chawleigh Village Hall.**

**Members Present:** Parish Councillors Steve Godley (Chairman); Daphne Cockram; Henry Martin; Jan Flavin; Dave Stewart; Roger Ayling; Clive Eginton; Bert Batty.

**Also Present:** No-one

**In attendance:** Rob Martin, Clerk

**Six members of the general public**.

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**MINUTES**

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| **2324-049** | **APOLOGIES**  All parish councillors were present.  Apologies had been received from County Cllr. Margaret Squires; District Cllr. Steve Keable. |
| **2324-050** | **DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)**  The following personal interests were declared:   * The Chairman in relation to anything on the playing field & CCT * Cllr. Cockram in relation to anything on the playing field and the small shed as she was on both of the committees involved. * Cllr. Cockram also declared a personal interest in planning application 23/01200/FULL. * Cllr. Flavin whose husband was involved with the CCT * Cllr. Martin as a trustee of the Parish Lands Charity * Cllr. Batty as a trustee and secretary of the Parish Lands Charity * Cllr. Eginton, a personal interest in planning application 23/00962/HRN |
| **2324-051** | **MINUTES**  Cllr. Ayling pointed out that the subject of speeding traffic was discussed at the last meeting, but this was not included in the minutes. It was agreed that this was discussed but that no conclusions were drawn.  On a proposal by Cllr. Stewart, seconded by Cllr. Flavin, it was **Resolved** that subject to the exclusion above, the minutes of the Parish Council Meeting held on 28th June 2023 were a correct record and these were duly signed. |
| **2324-052** | **COUNCIL REPORTS** |
|  | 1. **To receive the Clerk’s Report**   The clerk reported on the response from the district council on the potential replacement of bins circulated to councillors. The clerk would arrange for a visit by the Streetscene team and liaise so that councillors can attend at the same time. It would be important to ensure that the dog bins are replaced with general waste bins to comply with the district’s ‘Any Bin Will Do’ policy for dog waste.  He had also done research on the play equipment replacement after the Awards for All grant claim was submitted as the claim for Section 106 funds required three quotations, which Chawleigh Parish Council did not have. The conclusion was that it was impossible to get like-for-like equipment upon which to base further quotations. He would discuss this further with Jo at MDDC and report back.  The Awards for All decision was expected during September 2023.  Cllr. Stewart asked whether the clerk had written to LiveWest to ask for support for the play equipment enhancement, and it was confirmed that he had not done this. It was agreed that such a letter should be sent.   1. **To receive the Chairman’s Report**   The chairman commented on the frequency of grass cuts and had requested that the contractor get a further four cuts in before the end of the contract in October. The contract next year will need to be reviewed and possibly awarded elsewhere.   1. **Other Councillor Reports**   Cllr. Ayling had spent some time clearing up after the wood from the felled Ash Trees had been collected as there was still quite a mess.  Cllr. Martin had talked to District Cllr. Keable about the library van removal and the clerk pointed out that DCC had a consultation ongoing on the subject of the loss of the service. He had also updated the country walks leaflet which he would send back to the organisation.  Cllr. Flavin asked about the dying Ash tree in the churchyard and the clerk confirmed that he had eventually written to the Capital section of the Diocese but had received nothing back to date. She also asked about streetlamp number 19, near to the old Chapel which needed to be reported as not working. The clerk would enter it on the Highway Repair notification system, once again.  Cllr. Cockram asked the clerk whether he had received a cheque for £237.60 which had been sent to him in the post. The clerk confirmed that the cheque had not been received to date. She would pass on the paperwork that detailed how the Shop Account money was to be allocated to the clerk to formulate a policy document.  Cllr. Stewart said that the owner of Blackwalls had initially appeared to move forward the work that needed to be done but had subsequently stopped again. Cllr. Batty would contact them again and just try to encourage them to take some action.  Cllr. Eginton requested the clerk write to Darren Beer at MDDC about spraying weeds in areas owned by the district council such as Butts Close. |
| **2324-053** | **CHAWLEIGH COMMUNITY TRUST (CCT)**  The whole project was ticking over with not much to add. |
|  | *The Chairman to declare the meeting closed* |
| **2324-054** | **PUBLIC AND OTHER BODIES’ SESSION**  To hear reports from and allow questions to be asked to District and County Councillors and to take any questions from members of the public.   1. County Councillor – not present and no report made. 2. District Councillor – not present and no report made. 3. Members of the public  * A member of the public spoke in relation to planning application 23/00962/HRN, Five Acres, Hedgerow Removal Notice for the removal of 12.67 metres of hedgerow. As the applicant he outlined why the removal of the hedge was necessary so that a new entrance into his farm at Moortown could be made (not the subject of this application). This would allow the sale of his barn in the future which would remove the existing entrance. * Another resident responded to say that she believed the hedge was still ecologically important. * Further comments were made about the differences between the applicants view and those of other local residents and the chairman clarified that much of the discussion did not relate to the planning matters of the application in front of the parish council. |
|  | *The Chairman to declare the meeting open* |
| **2324-055** | **FOOTPATH WORKS**  Cllr. Batty reported that the footpath next to the Old Chapel had been repaired using road planings which provided a good surface. Ros had replied to the clerk about the grant for funding for a new strimmer/brushcutter and needed further information to make payment. This had now been done and the grant was awaited.  He reported further on detailed matters that he had input onto the DCC system which required action. |
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| **2324-057** | **SHED LEASE**  The draft lease was going from the solicitor on one side to the other with various amendments. The chairman would contact the solicitor and request for this work to be concluded. |
| **2324-058** | **SCRIBE ACCOUNTS**  The clerk explained that the financial system he used was very much a personal spreadsheet system which he updated as a matter of course. This would not, however be sufficient for anyone else to pick up and run with. Scribe was a system that was designed just for parish/town councils and enabled the user to input data just once, alongside other information not presented currently (eg the legal power being used for expenditure). This would enable better reporting to be available and would save the clerk a large amount of time. Matters such as the VAT return is produced and payroll data can be input automatically.  The cost to Chawleigh Parish Council would be £276 annually once it has been set up with a one-off cost of £177 for onboarding. The clerk would investigate further matters with a firm proposal to take the system on at the next meeting. |
| **2324-059** | **BANK RECONCILIATION**  The 31st July 2023 Bank Reconciliation statement was **noted**. |
| **2324-060** | **RECEIPTS & PAYMENTS COMPARED TO BUDGET**  The statement of Receipts and Payments compared to Budgets for the period from 1st April 2023 to 31st July 2023 was received and **noted**. |
| **2324-061** | **RECEIPTS & PAYMENTS SCHEDULE**  On a proposal by Chairman, it was **Resolved** that the payments in the schedule below be paid: |
|  | |  |  |  |  | | --- | --- | --- | --- | | **PAYMENTS** |  |  |  | | **Payment to** | **Services** | **Amount**  **£** | **Payment No.** | | **2023/2024** |  |  |  | | Lilian Jones | Caretaker – August 2023 | 152.08 | SO | | RJ Martin | Salary August 2023 | 332.92 | 2324-13 | | HMRC | Tax Deduction | 83.20 | 2324-13 | | IONOS | Website Domain – August 2023 | 4.80 | Card | | IONOS | Email Access – August 2023 | 7.20 | Card | | A Branch Above | Grass Cutting | 432.00 | 2324-14 | | SK Parish | PROW Pathway Works | 450.00 | 2324-14 | |  |  |  |  | | **RECEIPTS** |  |  |  | | **Receipt from** | **Services** | **Amount**  **£** | **Method** | | **2023/2024** |  |  |  | | S Godley | Defibrillator Contributions | 160.00 | BAC | | Jane Hall | Shop Rental | 213.45 | BAC | | NatWest Bank | Interest | 4.56 | BAC | |
| **2324-062** | **PLANNING APPLICATIONS**  To consider the following Planning Applications and to agree comments: |
|  | 1. **Planning Applications made since the last meeting** |
|  | |  |  |  | | --- | --- | --- | | **Reference** | **Location** | **Proposal** | | 23/01053/FULL | Land at NGR 268209 111511  Eggesford Close Eggesford | Variation of condition 2 of planning permission 21/02448/FULL (Erection of a  dwelling) to allow substitution of approved plans.  **Decision: Neutral**  Proposer Cllr. Cockram, Seconder Cllr. Flavin | | 23/00360/FULL | Land at NGR 271198 109386  (Woodhaven)  Nymet Rowland  Chenson | Retention of polytunnel  **Decision: Neutral**  Proposer Cllr. Stewart, Seconder Cllr. Batty | | 23/01083/LBC | Turnpike Cottage Chawleigh  Chulmleigh | Listed Building Consent for replacement windows and doors to include replacement of one window with doors on side elevation  **Decision: Neutral**  Proposer Cllr. Ayling, Seconder Cllr. Martin | | 23/00962/HRN | Five Acres  Chawleigh  Chulmleigh | Hedgerow Removal Notice for the removal of 12.67 metres of hedgerow  ***Cllr. Eginton declared a personal interest and took no part in the discussion or decision.***  **Decision: On the basis of listening to the public presentations and the advice from the planning officer, Neutral**  Proposer the Chairman, Seconder Cllr. Batty | | 23/01200/FULL | Land at NGR 270882 110866  Carpenters Cross Chawleigh | Erection of an agricultural general purpose storage building and formation  of access track  ***Cllr. Cockram declared a personal interest and took no part in the discussion or decision.***  **Decision: More information and an extension required.** |  1. **Decisions made by Mid Devon District Council since the last meeting**  |  |  |  |  | | --- | --- | --- | --- | | **Reference** | **Location** | **Proposal** | **Decision** | | 23/00888/FULL | Land and Buildings at NGR 268288 112148 (Nethercott)  Eggesford  Devon | Installation of 40 ground mounted solar panels and erection of battery and invertor store | Approved | | 23/00673/HOUSE | Butts Cottage  Chawleigh  Chulmleigh  Devon | Erection of first floor extension and addition of external door and window to front elevation | Approved | | 23/00624/FULL | Land at NGR 271434 112444  (Barns Court)  Chawleigh  Devon | Erection of lodge for use as holiday let | Approved | | 23/00977/HOUSE | Butterworth  Chawleigh  Chulmleigh  Devon | Erection of first floor extension and conversion of garage to ancillary Accommodation | Approved |  1. **Other Planning Matters**   The clerk notified councillors of the consultation on the designation of the Lapford Neighbourhood Plan Area which was open, finishing on 18th September 2023. |
| **2324-063** | **DATE OF NEXT MEETING**  The next meeting of Chawleigh Parish Council is scheduled to be Wednesday 27th September 2023, in Chawleigh Village Hall at 7.30pm. |
| **2324-064** | **CONFIDENTIAL MATTERS**  As there was a confidential matter to be considered, it was **Resolved** to ask the public to withdraw under Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 which stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings. |
| **2324-065** | **CHAWLEIGH VILLAGE SHOP AND POST OFFICE**  A question had been asked of the parish council about some aspects of the operation of the village shop. The conclusion was that the only role the parish council had was as landlord of the building containing the shop and that this position would be maintained. |
| **2324-066** | **MEETING CLOSURE**  The meeting closed at 9.01pm |

Signed:…………………………………

Date:……………………………………

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY REQUEST**